

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY

COORDINATING COUNCIL MEETING MINUTES

Meeting held at Office of the Chief State's Attorney, Rocky Hill

May 11, 2006

ATTENDEES: Deb Arrieta, DEMHS; Cheryl Assis, CRCOG; Bill Austin, CREPC; Timothy Baldwin, Southbury FD; Brenda Bergeron, DEMHS; Peter Boynton, USCG; Sandra C. Brown, Hartford Hospital; Richard Brown, New London; Matthew Bruns, CREPC; Matthew Cassavecchia, Danbury Hosp.; Joel Cogen, CCM; Kristin Dean, CRCOG; Douglas Dortenzio, Wallingford PD; Marion Evans, BHD; Thomas Flaherty, POSTC; Tom Gavaghan, DEMHS; Libby Graham, DEMHS; William Hackett, DEMHS; Albert Hoffman, USCG; Lenworth Jacobs, HH; Don Janelle, Manchester; Bob Labanara, CCM; Philip Marino, New Britain; Bob Martineau, DHS/TSA; Virginia Mason, COGCNV; Katherine McCormack, Hartford; John Mengacci, OPM; Jeff Morrisette, CFPC; Bill Palomba, DPUC; George Pohorilak, DPS/OSET; Joseph Prortereiko, HH; Susan Rainville, POSTC; Elizabeth Rivera-Rodriquez, Bridgeport; Wayne Sandford, DEMHS; John Shaw, MMRS; Bruce Sherman, DoAg; Jim Siemianowski, DMHAS; Michael Spera, Old Saybrook; Gary Stango, PSAP's; Dan Stebbins, USAH; Scott Szalkiewicz, DPH; James Thomas, DEMHS; Lee Toffey, DEMHS; and Michael Varney, DOIT.

I. WELCOME AND PLEDGE OF ALLEGIANCE

- A. Meeting called to order by Commissioner Thomas at 0905 hours, and Pledge of Allegiance.

II. PUBLIC COMMENTS

None

III. ACCEPTANCE OF MINUTES

- A. Motion made to accept the minutes of the April meeting by John Mengacci; second by Len Jacobs; approved unanimously.

IV. COMMUNICATION RECEIVED

None

V. SUBCOMMITTEE REPORTS

- A. Interoperability Committee – presented by Michael Varney. 1) STOCs program – several pieces of equipment were tested with a high success rate. One more remains to be tested and then the bid specs will be finalized. Commissioner Thomas attended the last Interoperability Meeting where it was decided that Bill Hackett will take on some of the committee responsibilities as co-chairman. 2) Southwest Area Region 1 TIC Plan has been submitted for approval. The next tabletop drill will take place on May 24 and there will be others before the

October Drill. 3) Some good feedback was received on the ITAC/ICALL radio system that was used at some incidents around the state this month. The radio catalog contract award is done and the catalog will be on the web site by the end of this week. The Emergency Notification System RFP was posted and the Vendor Conference was done. Questions have been received and reviewed and the answers will be posted this week. RFP closes at the end of May.

- B. Citizen Corp Advisory Council – Reported on by Chief Bill Austin. The last meeting was held on April 20th. Chief Austin distributed a map showing the progress so far. He has contacted and will be working with the training officer at Mohegan Sun and they anticipate 500 people being trained at that location. CERT participated in the Strategic National Stockpile Drill with the foot guard and the medical team. The 1st foot guard is ready to go and the 2nd will be graduating soon. They are also looking into ID cards for all CERT members. The next training weekend will take place on Sept. 9th and 10th at the Fire Academy, and the Statewide CERT Conference will be held in October. Currently 400 are at level one, 279 are in training, and over 1000 are trained and ready. When all training is done and existing groups counted the state should have 4,000 to 5,000 people trained.
- C. Credentialing Committee – Mike Spera advised that the committee met on May 4th. They will be looking at Public Health's successful credentialing system. The sub-committee still lacks representatives from some important disciplines and is looking for members, including EMS, DPW, and Emergency Management or Law Enforcement. The next meeting will be held on June 1st.
- D. Training Committee – Jeff Morrisette stated that the NIMS and Training sub-committees were going to be combined and he and Deputy Commissioner Sandford would co-chair the committee. The first combined meeting will be held on May 23rd. Programs were distributed for the Executive Training for WMD to be held in Waterbury on May 16th & 17th.
Incident Management Teams – Tim Baldwin stated that the committee will meet on May 18th at 1:30 pm, site to be determined.
- E. Child Safety & Crisis Response: Per Deputy Commissioner Sandford the committee met last week at Brainard. They will be working with Superintendents to re-evaluate evacuation plans for schools, and working with CAP (statewide level) to develop NIMS training for principals and lead teachers to be held towards the end of September. Also the "See Something, Say Something" media campaign will feature children's artwork on the posters and buses advertising the TIPS Hotline number. The media campaign will also include a one hour documentary and a Town Hall meeting type one hour program for public questions and answers. Thirty second spots will also air on CPTV, Public Radio, and various local stations.
- F. Mutual Aid Legislative Subcommittee – Chief Betsy Hard stated that the next meeting will be held on May 31st and distributed the minutes from the May 10th meeting to keep the council up to date. They are progressing well and are in the process of fine tuning the work that has been completed.

Motion made by Betsy Hard to accept the Sub-committee reports, seconded by Gary Stango, unanimously approved.

VI. UPDATES

A. Grant Program – presented by Libby Graham of the Grants Unit.

Geographical Information System (GIS) – the grant has been awarded to OPM, a steering committee, chaired by Michael Varney, has been established to oversee project implementation, a prioritized equipment list is being developed, guidance for municipalities interested in building GIS capability is in development.

Regional Planning Models – Grant deliverables have been negotiated and agreed upon. Grant awards have been issued. DEMHS holds monthly meetings with Regional staff and Grant Unit to coordinate implementation issues.

CTIC – Grant awards have been issued to participating municipalities. Equipment has been ordered for participating staff (e.g. laptops). Final budget matters will be sorted out in October.

FY03

DEMHS is still waiting on DPS to release the sub-grant. Once that is received \$2.4M will be spent on Mobile Command Trailers, Mark 1 Kits, etc.

FY04 (ends 11/06)

As of 5/9/06 DEMHS had obligated and spent \$35M (84%) of total funds. This is a significant jump over last month's totals and represents a 13 million dollar increase. The breakdown is as follows:

1. \$2 M in orders and reimbursements including the media campaign.
2. Two grants for \$2.3 M for CTIC and other initiatives.
3. \$1.5M obligated to unpaid grants.
4. MOU's have been reclassified as unpaid obligations in the amount of \$7M.

FY05 (ends 3/07)

As of 5/9/06 DEMHS had spent/obligated \$19M (81%), a \$10M increase over last month. The breakdown is as follows:

1. New grants to RPO's - \$250,000.
2. Balance of grants re-classified
3. MOU balance re-classified (\$9 M)
4. Reimbursements – just under \$50,000.

FY06

Libby advised that she expects to hear about the FY06 grant amount on approximately June 1st and that the actual award is expected mid July. The Unit then has 60 days to obligate the funds. The application was for \$30 M and Connecticut is guaranteed \$7M. Once the amount is announced the priorities will be revisited.

Port Security – Captain Boynton advised that they are still waiting for the Port Security Grant to be announced. This has been a substantial delay. The Coast

Guard intends to partner with DEMHS to have as complete a grant application as possible to make Connecticut as competitive as possible.

- B. NIMS – Deputy Commissioner Sandford stated the National Response Plan has been updated and that as of October 1st, we will need to include the ICS 300, 400 and 800 courses into the program. He then brought attention to the Emergency Management Symposium to be held on June 1st, and sponsored by CCM. Dr. Lenworth Jacobs advised that one of the key things learned in New Orleans was that there was a significant amount of equipment available but that the responders did not have the training necessary to use it. The SNS Drill showed how the infrastructure of a situation can change depending upon the circumstances. Training is a necessary component. Commissioner Thomas advised that the focus of DEMHS will be on training and that DEMHS is in the process of hiring five regional Exercise staff members for the regions with the intent of helping the Towns exercise. They should be on board in July.
- C. CTIC – The next policy board meeting will be May 19th and all five of the local officers are now in place according to Commissioner Thomas. The expansion of CT-HSIN will begin and will build in all disciplines. There is a group coming into Connecticut from Washington, DC this month to help set up the system. Six people from Connecticut have gone to Boston to receive training. A person will be nominated by one person and then validated by a separate person before they are allowed to enter the system. Training will be scheduled beginning in June and will start with Law Enforcement, Fire, Public Health and schools.
- D. Urban Search & Rescue – Deputy Commissioner Sandford advised that the USAR Advisory Board met this week and the following issues were discussed:
 - 1. Last year if deployed, there was a need to find each member's individual pay rate in order to calculate the cost of deployment. The committee has decided to plan for deployment using FEMA's Federal USAR pay rate to address EMAC requests.
 - 2. There is some concern over the current MOU's. At a meeting with the Attorney General's Office yesterday, it was clarified that the USAR members would be covered if injured in training or on duty. The concept is that the jurisdiction would pay the member, and the state would reimburse the jurisdiction. This way the employee will receive all benefits due him/her in accordance with Title 28.
 - 3. Two trucks and two trailers have been delivered and are equipped for rapid response. Bonding is still not in place for the large roll-off vehicles needed by the team.

VII. OLD BUSINESS

- A. Evacuation Planning – Update given by Commissioner Thomas. The Evacuation Plan was federally evaluated and a 106 page report was generated. Most comments were extremely favorable. The plan will need to be constantly reviewed and updated. This was truly a team effort involving many including DOT, DPH, DPS and local entities.

- B. Strategic National Stockpile Drill – Mark Tallo stated that the SNS drill last month identified gaps in certain areas and there is feedback from the local health districts. There will be a meeting on June 5th regarding the After Action Report, which must be submitted to the Feds within 60 days. One benefit noted was the ability to use the local health department network and the civil support teams to help during the drill. Dr. Jacobs and Commissioner Thomas both agreed that the conference telephone calls every hour to hour and a half were of great help and kept everyone in the loop statewide. Katherine McCormack wanted to comment publicly on what a superb job, Bob Kenny (DPH), did as the incident commander.
- C. Other – none.

VIII. NEW BUSINESS

- A. Presentation - Avian Influenza Response Plan – by Dr. Bruce A. Sherman, Department of Agriculture.
- B. Governance for Sub-committees – Brenda Bergeron advised that they are looking at Freedom of Information rules and attempting to create a template of bi-laws for each sub-committee to have a frame work to follow regarding who is in charge, who has voting rights, etc.
- C. Captain Boynton introduced Al Hoffman who is a new staff member working on planning. 1) He also spoke regarding the reported tension between the FBI and the USCG during the Topoff 3 drill, and advised that this was one isolated incident between the two air-borne rescue teams who both wanted to drill. This tension took place at an uppermost level and was resolved using scheduling. He also stated that there is no tension locally and both agencies work quite well together at the State level. 2) Captain Boynton expressed that last night, for the first time in Connecticut, vertical delivery of personnel onto a cargo ship was completed with a six man team. This will allow the Coast Guard to move security out of the ports and onto the sea. 3) The Broad Water Proposal report will be released the first or second week of June and will highlight risks to security and safety. 4) A Transportation Workers ID Card (TWIC) will be implemented this year. These new security regulations will affect 750,000 workers across the U.S. Criminal background checks will be done and smart card credentialing technology will be used. There is a meeting in New Jersey in May. Background checks have already been started on all port workers in Connecticut.

IX. MEETING ADJOURNMENT

Motion to adjourn by Gary Stango; second by Betsy Hard; Unanimous. Meeting adjourned at 1128 hours by Commissioner Thomas.

XI. NEXT MEETING – June 8, 2006, at 9am, Office of the Chief State’s Attorney, 300 Corporate Place, Rocky Hill.